

GOVERNMENT OF ANDHRA PRADESH
A B S T R A C T

Municipal Administration & Urban Development Department – Change and Delivery Plan 2007-08 - Manual of Role and Responsibilities of various functionaries in Urban Local Bodies in Andhra Pradesh – Final report – Approved – Orders – Issued.

MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (UBS) DEPARTMENT

G.O.Ms.No. 659

Dated: 17.11.2009

Read the following:

1. D.O.Letter No.14778/UBS/2008, dated 17.03.2009 from C&DMA, Hyderabad.
2. Govt.Memo No.4555/UBS/2009, MA, dated 19.03.2009.
3. From the C&DMA, Hyderabad Lr.No.14778/UBS/2008, dated 23.03.2009.
4. From the Commissioner and Special Officer, Lr.No.963/AC(A)/GHMC/09-238, dated 28.06.2009.

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ORDER:

The Commissioner and Director of Municipal Administration, Hyderabad in his D.O.Letter 1st read above, has reported that Centre for Good Governance and Strategy and Performance Innovation Unit of Municipal Administration & Urban Development Department have jointly undertaken preparation of “Manual of Role and Responsibilities of various functionaries in Urban Local Bodies in Andhra Pradesh”, a SPIU Project of 2007-08 and after preparation of the manual a workshop was conducted on 29.09.2008 at Hyderabad and discussed with select Municipal Commissioners and the representatives of Director of Town and Country Planning, Hyderabad, Engineer-in-Chief (Public Health) and as many as 70 officers of various categories of Urban Local Bodies including Municipal Commissioners Heads of Department of Municipal Administration & Urban Development Department have expressed their views. He has further stated that the manual is finalized as per the feedback obtained in the workshop and discussions were held and activity schedule is prepared for each functionary and included in the manual. The Commissioner and Director of Municipal Administration has sent final report and requested to approve the “Manual of Role and Responsibilities of various functionaries in Urban Local Bodies in Andhra Pradesh”. The Commissioner and Special Officer, Greater Hyderabad Municipal Corporation also concurred to the draft manual vide his letter 4th read above.

2. The Government after careful examination of the report, decided to approve the Manual and make the Manual applicable to all the functionaries working in Urban Local Bodies including Greater Hyderabad Municipal Corporation, Hyderabad.
3. The Government accordingly approve and direct that the Manual of Role and Responsibilities of various functionaries in Urban Local Bodies in Andhra Pradesh be made applicable to all Urban Local Bodies including Greater Hyderabad Municipal Corporation and all the Urban Local Bodies the functionaries working in including Greater Hyderabad Municipal Corporation shall adopt this Manual henceforth.
4. The Commissioner and Director of Municipal Administration, Hyderabad shall take further necessary action in the matter.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

PUSHPA SUBRAHMANYAM
SECRETARY TO GOVERNMENT &
COMMISSIONER, UPA

To

The Commissioner and Director of Municipal Administration, Hyderabad.

The Commissioner and Special Officer, GHMC, Hyderabad.

All Heads of Department control under this department.

The Director General and Executive Director, CGG, Road No.25,
Jubilee Hills, Hyderabad.

All Commissioners of Urban Local Bodies /Corporations through C&DMA.

Copy to:

The P.S. to Hon'ble M(MA).

The P.S. to Secretary to Government, MA & UD Department.

The P.A. to Special Secretary to Government, MA & UD Department.

Sf/sc

//FORWARDED BY ORDER.//

SECTION OFFICER